



MINUTES

17th of NOVEMBER 2021

ORDINARY COUNCIL MEETING

**To be held at the Shires Administration Building situated at Gascoyne Junction
commencing at 8.45am**

DISCLAIMER

Disclaimer

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations which have not yet been adopted by Council.

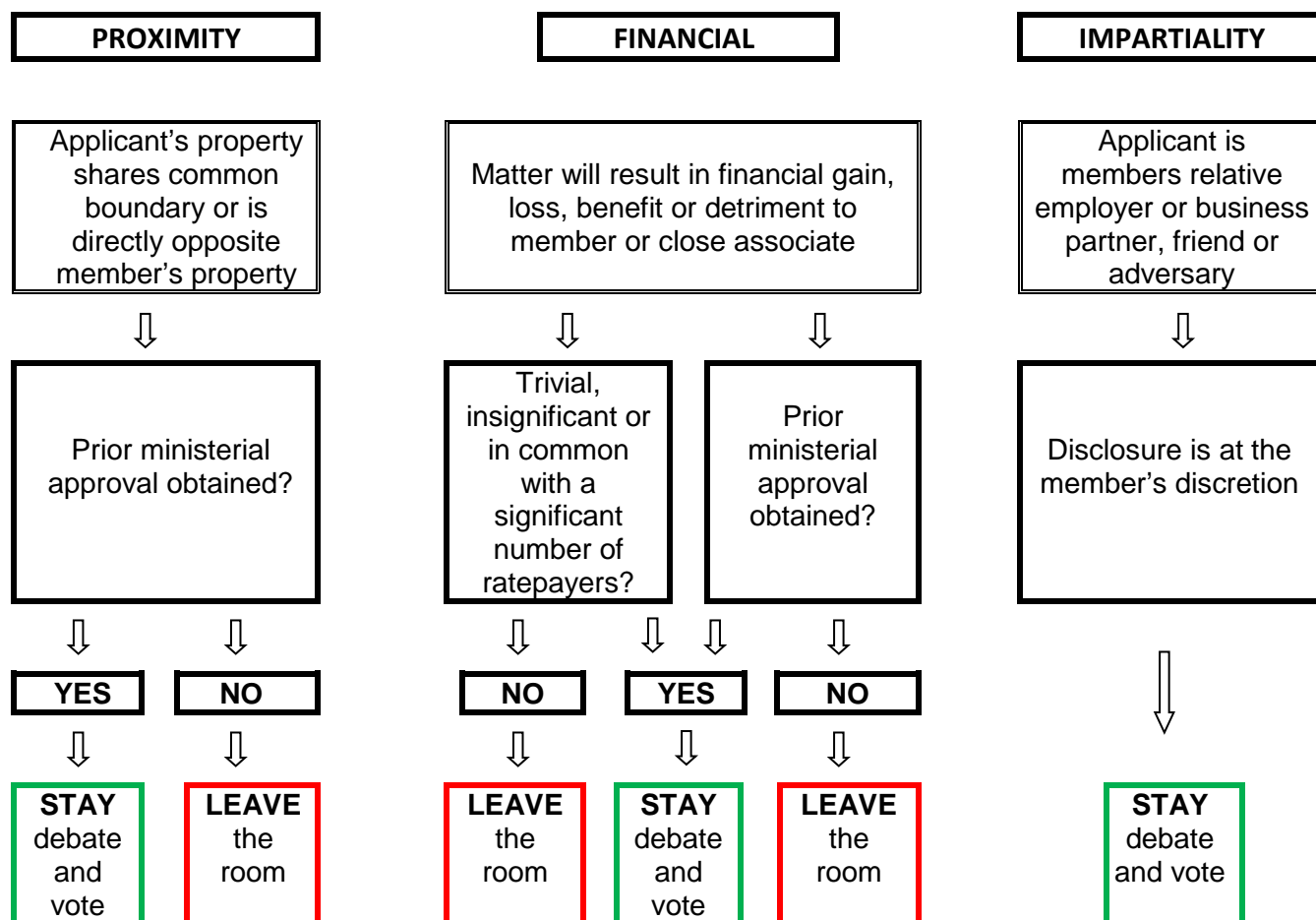
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In particular and without derogating in any way from the broader disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Upper Gascoyne during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Upper Gascoyne. The Shire of Upper Gascoyne warns that anyone who has an application lodged with the Shire of Upper Gascoyne must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attached to the decision made by the Shire of Upper Gascoyne in respect of the application.



John McCleary, JP
CHIEF EXECUTIVE OFFICER

* Declaring an Interest



Local Government Act 1995 - Extract

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

(1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:

(Penalties apply).

(2) It is a defense to a prosecution under this section if the member proves that he or she did not know:

(a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.

(3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

(1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.

(2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.

(3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:

(a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply).

'Local Government (Administration) Regulations 1996 – Extract

In this clause and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996:

"Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

**SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES ADMINISTRATION
BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 17TH OF NOVEMBER 2021
COMMENCING AT 8.45 AM**

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SHIRE OF UPPER GASCOYNE
AGENDA FOR THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRES
ADMINISTRATION BUILDING SITUATED AT GASCOYNE JUNCTION ON THE 17TH OF NOVEMBER
COMMENCING AT 8.45AM

1. DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS

The President welcomed those present and declared the meeting open at ____am

2. ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

2.1 Councillors

Cr D. Hammarquist OAM JP	Shire President
Cr J. Caunt	Shire Vice President
Cr A. McKeough	Councillor
Cr H. McTaggart	Councillor (Arrived @ 9.30am)
Cr R. Hoseason-Smith	Councillor
Cr G. Watters	Councillor

Staff

John McCleary JP	Chief Executive Officer
Jarrold Walker	Manager of Works and Services
Sa Toomalatai	Manager of Finance and Corporate Services

Visitors

2.2 Absentees

2.3 Leave of Absence previously approved

Cr B. Walker – Granted leave at the October 2021 Ordinary Meeting of Council.

3. APPLICATION FOR LEAVE OF ABSENCE

Nil

4. PUBLIC QUESTION TIME

4.1 Questions on Notice

Nil

4.2 Questions without Notice

Nil

5. DISCLOSURE OF INTEREST

Nil

6. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

8. MATTERS FOR WHICH THE MEETING MAY GO BEHIND CLOSED DOORS

Item 11.1 – Appoint Project Manager for AGRN 951

9. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

9.1 Ordinary Meeting of Council held on 20th of October 2021.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution No: 01112021			
MOVED:	CR: R. HOSEASON-SMITH	SECONDED:	CR: J. CAUNT
<p>That the Unconfirmed Minutes from the Ordinary Meeting of Council held on the 20th of October 2021 be confirmed as a true and correct record of proceedings.</p> <p>F/A: 5/0</p>			

10. REPORTS OF OFFICERS

Council Resolution No: 02112021			
MOVED:	CR: G. WATTERS	SECONDED:	CR: A. MCKEOUGH
<p>That Council receive the Manager of Finance and Corporate Services Report, Manager of Works and the Chief Executive Officer reports as read.</p> <p>F/A: 5/0</p>			

10.1 Manager of Finance and Corporate Services Report

Corporate Services Update

Time has absolutely flown by since the last Council update and in this time the Corporate Services team have kick some work goals. As of the November meeting our 2020/21 End of Year Audit has been completed and our Financial Report has been finalised. This has been a great effort by staff and RSM alike as we have received really good feedback in regards to our preparation for and prompt assistance during the audit process. I would like to extend a big thank you to my team who helped to make the overall process run as smoothly and efficiently as possible.

In addition, we also finalised our Roads to Recovery and Local Roads and Community Infrastructure (LRCI) acquittals and our reports were audited and signed off by the OAG towards the end of October, just in time to meet the deadline set by the funding bodies. Again, the team received high praise for their prompt assistance and timely action during this audit process.

In the midst of all this we have proceeded to the next stage of our Eftsure roll out and our suppliers are now receiving notification emails to verify their trading details. Staff will be locking in training dates over the next fortnight to be skilled up on using the Eftsure payment verification program in anticipation of taking the system live, hopefully by the end of November.

To help keep things light, staff have also been working hard on preparing for our annual Community Christmas party which is coming together nicely.



Community Resource Centre Update

October has been a busy one at the Gascoyne Junction Community Resource Centre.

The Centre has hosted community events including a Be Connected Workshop, our third COVID vaccination Clinic, a Bike WA month event and a series of activities each afternoon for a week celebrating Children's Week. Both Bike WA Month and the Children's Week activities were

conducted utilising grants. Our feedback from these events has been very positive with arts and craft activities a popular request from the participants for throughout the year.

The third COVID vaccination clinic was again well supported. A final clinic for 2021 will be held in November which will provide an opportunity for those who received Astra Zeneca at the August clinic to also become double vaccinated. Conversations have commenced about arranging for a booster clinic to be conducted back in Gascoyne Junction towards March next year for those who will require a booster.

Emails are going backwards and forwards with WAHCS in regards to restoring a regular medical clinic out of the Gascoyne Junction Community Resource Centre. Measuring the medical room and checking insurances has been on the list, and the correct equipment is being ordered. Each email brings this goal a step further.

The TCDO travelled with DBCA along the Kennedy Loop Track mapping the route, generating content and identifying areas of interest over two nights. Meetings have also been held with Carnarvon Shire re the opportunity to cross promote our destinations in the upcoming 2022 Tourism Season.

Sadly we have been advised that we are not a finalist in this year's Tidy Towns Awards however we did receive a glowing report from the judges. They described the Junction as a neat little oasis in the WA Outback with a strong sense of community. They applauded our focus on creating a welcoming place and a real sense that this is a community that cares for one another and the environment. The amazing resources that are on hand for locals and visitors alike and they were impressed with the number of opportunities that are offered to keep the community connected with each other. One area that was identified to look at was waste management, and to look at having information on the Shire's waste management on our website and to have links for residents on how we can reduce waste and use recycling bins at the school and their Containers for Change Program. One of the first responses of the judges when they arrived was that they could certainly see how we won the General Appearance Award the year before, and this is a credit to our Town Maintenance Team and the tireless work they undertake throughout the year.

Community Resource Centre – Monthly Income Report – October 2021

Printed at: 11/11/21

SHIRE OF UPPER GASCOYNE

Page No : 1

General Ledger Detail Trial Balance

(frmGLTrialBalance)

Options : Year 21/22,From Month 04,To Month 04,By Responsible Officer (CRC INCOME CRC INCOME ACCOUNTS - MONTHLY REPORTING)

RespOff	Account	Description	Opening Bal	Movement	Balance
Division	GEN				
	CRC INCO 10841310	Commission Centrelink : CRC	-1,440.00	-720.00	-2,160.00
	CRC INCO 10841330	Transport Commission: CRC	-234.37	-120.77	-355.14
	CRC INCO 10841340	Postal Agency Commission: CRC	-1,958.54	-766.14	-2,724.68
	CRC INCO 10841380	Postal Agency Sales	-550.65	-89.82	-640.47
	CRC INCO 10841390	Sales: Books/Maps/Souvenirs/Sundries	-1,399.29	-63.69	-1,462.98
	CRC INCO 10842600	CRC Income Misc.	295.13	-114.54	180.59
	CRC INCO 10842610	CRC Merchandise Sales	-2,165.61	-297.99	-2,463.60
Total	CRC INCOME		-7,453.33	-2,172.95	-9,626.28
Total for division	GEN		-7,453.33	-2,172.95	-9,626.28
Grand Total			-7,453.33	-2,172.95	-9,626.28

Community Resource Centre – Monthly Customer Service Stats – October 2021

CUSTOMER SERVICES & ENQUIRIES	2021.2022 TOTAL	2020.2021 TOTAL	YTD DIFF	Oct-21	Oct-20	OCT DIF
Aus Government Info/Roads	620	1318	-698	62	57	5
Government Access Point	4	6	-2	1	0	1
Department of Human Services	4	17	-13	3	0	3
Department of Transport	13	54	-41	3	7	-4
Computer/Internet Access	24	19	5	6	2	4
Faxes	1	0	1	1	0	1
General Tourism Information	455	521	-66	67	48	19
Phonebook Purchases	0	0	0	0	0	0
Community Seminars	0	1	-1	0	0	0
Gassy Gossip yearly subscription	0	0	0	0	0	0
Training/Courses	3	0	3	1	0	1
Hot Office Bookings	2	2	0	0	0	0
Library	21	55	-34	5	2	3
Video Conference/Telehealth	2	11	-9	2	0	2
Book Sales	31	40	-9	5	8	-3
Photocopying/Printing/Scanning/Emailing	20	26	-6	2	2	0
Laminating/Binding	5	8	-3	0	0	0
CRC Merchandise Sales	200	358	-158	22	29	-7
Community Events	12	8	4	8	2	6
Gassy Gossip Advertisement	5	4	1	2	0	2
Postage	83	81	2	23	11	12
Horizon Power	16	0	16	6	0	6
Total Customer Service Enquiries	1521	2529	-1,008	219	168	51

10.2 Manager of Works and Services

General:

Power has been connected to the new staff house and retaining walls are now complete, unfortunately the original landscaper has reneged and the next available supplier will finish the gardens off after summer. The fencing will be completed over the next two weeks.

The new visitors stop has seen a change of pace with the cladding of the ablutions and shade structures. The aeroplane main feature has been suspended in the air and is proving to be very popular with passer byes. The landscaping should be completed by mid-November however unfortunately we have delayed the installation of the lawns until more water is sourced from the river and once summer has passed. The defective bitumen parking area has been removed and new material will be imported once sufficient dry back of the sub grade has been achieved.



Our pursuit of finding a new location for our bore supplying reticulation water has stalled with exploratory drilling not yielding great results. Bond Rural conducted some spear drilling which produced unfavourable conditions for more water. We are now revisiting permits/applications for entry to Eastern location and or entering into discussions with Water Corp and DWER. This outcome is putting more emphasis on the importance of securing a more permanent solution. Richard Nixon from Global Groundwater has presented a report to council on possible drill sites for sub-artesian water. We are now in the process of obtaining drill specs so we can go to public tender for drilling services.

Construction Crew:

We have finally finished laying in the remaining 4.5km of base course in readiness for bitumen. Downer have advised they will be onsite on the 8th December to put down the seal. This will add a total of 11.75km of new seal to the Carnarvon Mullewa road this year. The crew will return to complete the shoulders, drains and batters once the seal is complete before we shut down for Christmas. At the time of writing we are sheeting the Bidgemia airstrip as private works with the remnant material from the Carnarvon Mullewa road. Our next capital works project will be preparing 5km of the Landor Meekatharra road for new seal in 2022-23.



10.3 Chief Executive Officers Report

The month has sort of come and gone in the blink of an eye. I had a good break down south with Kim and the family.

This month has been mainly centred on Administrative Tasks such as preparing the Annual Report, Local Law, Requests for quotations, tenders, issues surrounding the visitors stop, various grant opportunities, native title, OH&S introduction and staff issues.

As mentioned by Jarrod, it is heartening to see the visitors stop finally progressing with the aircraft now in situ and the music shell in place. Once complete this will be a major draw card, I would like a dollar for every picture that would be taken.

I anticipate that later part of November will be very hectic with the WALGA Zone and RRG meetings, Coronial Inquest, Combined LEMC Meeting in Carnarvon, LGIS Visitation, COVID 19 vaccination shots all taking place.

STATUS OF GRANTS FOR 2021							
Submitted	Close Date	Project	Grant	Provider	Grant Amount	Project Cost	Result
18/2/2021	5/3/2021	Seal from Meekatharra Boundary towards the Landor Dalgety Turn-off	Building Better Regions Fund	Federal Government	\$7,971,000	\$10,000,000	Unsuccessful
2/3/2021	26/3/2021	New Broad Acre Fire Fighting Appliance & Rural Tanker	LGGS Grant	DFES	Unknown	Unknown	Unsuccessful
2/3/21	26/3/2021	Water tanks / stand pipe – 200,000 litre	WA Recovery Plan	DFES	\$126,285	\$126,285	Successful

The meeting adjourned at 9.30am for morning tea.

The meeting reconvened at 9.49am.

10.4 ACCOUNTS & STATEMENTS OF ACCOUNTS	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Sa Toomalatai – Manager of Finance & Corporate Services
Date:	8 November 2021
Matters for Consideration:	<p>To receive the List of Accounts Due & Submitted to Ordinary Council Meeting on Wednesday the 17th of November 2021 as attached – see Appendix 1.</p> <p>In addition to the List of Accounts and as part of this agenda report, Council are also requested to receive the Legal Expenses</p>

	report. This report details all legal costs incurred to the end of this reporting period for both general legal and rates debt recovery expenses – refer to Appendix 1 .
Background:	The local government under its delegated authority to the CEO to make payments from the municipal and trust funds is required to prepare a list of accounts each month showing each account paid and presented to Council at the next ordinary Council meeting. The list of accounts prepared and presented to Council must form part of the minutes of that meeting.
Comments:	The list of accounts are for the month of October 2021.
Statutory Environment:	<p>Local Government (Financial Management Regulations) 1996</p> <p>13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</p> <p>(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —</p> <ul style="list-style-type: none"> (a) the payee's name; and (b) the amount of the payment; and (c) the date of the payment; and (d) Sufficient information to identify the transaction. <p>(2) A list of accounts for approval to be paid is to be prepared each month showing —</p> <ul style="list-style-type: none"> (a) for each account which requires council authorisation in that month — <ul style="list-style-type: none"> (i) the payee's name; and (ii) the amount of the payment; and (iii) sufficient information to identify the transaction; and (b) the date of the meeting of the council to which the list is to be presented. <p>(3) A list prepared under sub regulation (1) or (2) is to be —</p> <ul style="list-style-type: none"> (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and (b) recorded in the minutes of that meeting.
Policy Implications:	Nil
Financial Implications:	2021/2022 Budget
Strategic Implications:	Civic Leadership – To responsibly manage Council's financial resources to ensure optimum value for money and sustainable asset management.
Risk:	

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)								
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation								
Consultation:		Nil											
Voting requirement:		Simple Majority											
Officer's Recommendation:		<p><i>That Council endorse the payments for the period 1st of October to the 31st of October 2021 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42 and receive the Legal Expenses Report detailing all legal costs incurred to the 31st October 2021.</i></p> <table><tr><td>Municipal Fund Bank EFTs (13637 - 13760)</td><td>\$3,571,635.80</td></tr><tr><td>Payroll</td><td>\$117,993.60</td></tr><tr><td>BPAY/Direct Debit</td><td>\$20,187.36</td></tr><tr><td>TOTAL</td><td>\$3,709,816.76</td></tr></table>				Municipal Fund Bank EFTs (13637 - 13760)	\$3,571,635.80	Payroll	\$117,993.60	BPAY/Direct Debit	\$20,187.36	TOTAL	\$3,709,816.76
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Payroll	\$117,993.60												
BPAY/Direct Debit	\$20,187.36												
TOTAL	\$3,709,816.76												
Council Resolution No: 03112021													
MOVED:	CR: G. WATTERS	SECONED:	CR: A. MCKEOUGH										
<p>That Council endorse the payments for the period 1st of October to the 31st of October 2021 as listed, which have been made in accordance with delegated authority per LGA 1995 s5.42 and receive the Legal Expenses Report detailing all legal costs incurred to the 31st October 2021.</p> <table><tr><td>Municipal Fund Bank EFTs (13637 - 13760)</td><td>\$3,571,635.80</td></tr><tr><td>Payroll</td><td>\$117,993.60</td></tr><tr><td>BPAY/Direct Debit</td><td>\$20,187.36</td></tr><tr><td>TOTAL</td><td>\$3,709,816.76</td></tr></table>						Municipal Fund Bank EFTs (13637 - 13760)	\$3,571,635.80	Payroll	\$117,993.60	BPAY/Direct Debit	\$20,187.36	TOTAL	\$3,709,816.76
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Payroll	\$117,993.60												
BPAY/Direct Debit	\$20,187.36												
TOTAL	\$3,709,816.76												
F/A: 6/0													

10.5 MONTHLY FINANCIAL STATEMENT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	None
Author:	Sa Toomalatai – Manager of Finance & Corporate Services
Date:	8 November 2021
Matters for Consideration:	<p>The Statement of Financial Activity for the period of October 2021, include the following reports:</p> <ul style="list-style-type: none"> • Statement of Financial Activity • Significant Accounting Policies • Graphical Representation – Source Statement of Financial Activity • Net Current Funding Position • Cash and Investments • Major Variances • Budget Amendments • Receivables • Grants and Contributions • Cash Backed Reserve • Capital Disposals and Acquisitions • Trust Fund <p>see Appendix 2</p>
Background:	<p>Under the Local Government (Financial Management Regulations 1996), a monthly Statement of Financial Activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but presents a complete overview of the financial position of the local government at the end of each month. The Statement of Financial Activity for each month must be adopted by Council and form part of the minutes.</p>
Comments:	The Statement of Financial Activity is for the month of October 2021.
Statutory Environment:	<p>Local Government Act 1995 – Section 6.4</p> <p>Local Government (Financial Management Regulations) 1996 – Sub-regulation 34.</p>
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	Civic Leadership – To responsibly manage Council's financial resources to ensure optimum value for money and sustainable asset management.
Risk:	

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Nil			
Voting requirement:		Simple Majority			
Officer's Recommendation:		That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of October 2021.			
Council Resolution No: 04112021					
MOVED:	CR: H. MCTAGGART		SECONDED:	CR: R. HOSEASON-SMITH	
That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period of October 2021.					
F/A: 6/0					

10.6 2020 / 2021 ANNUAL REPORT	
Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	8 November 2021
Matters for Consideration:	To accept the Shire of Upper Gascoyne Annual Report for the financial year ending 30 June 2021, containing the audited financials and the auditor's independent report for the financial year as provided in Appendix 3 .
Background:	<p>Section 5.53 requires the local government prepare an annual report for each financial year.</p> <p>Among other things, the annual report should contain the auditor's report for the financial year.</p> <p>Section 5.54 provides that the local government accept the annual report by no later than 31 December after that financial year.</p> <p>The CEO must give local public notice of the availability of the report as soon as practical after the report is accepted.</p> <p>An independent Audit as required under section 7.9 of the Local Government Act 1995 was carried out by the Office of the Auditor General.</p> <p>Section 5.27 Electors' General Meetings states that a general meeting of electors of the district must be held once every financial year and that a general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.</p>
Comments:	<p>A copy of the Annual Report and Annual Financial Report for the 2020/21 financial year together with the Auditor's Independent Report have been provided to Council as part of this agenda.</p> <p>It must be noted that the Annual Financial Report including the Auditors Independent Report for the year ending 30 June 2021 has already been reviewed and accepted by the Audit Committee prior to the Ordinary Meeting of Council. The Office of the Auditor General (OAG) has given the Shire a clean bill of health with no adverse findings.</p> <p>The Audit Committee has referred the 2020/21 Annual Financial Report to be included in with the 2020/21 Annual Report for further review by Council.</p>

Statutory Environment:		<p>Local Government Act 1995 – Division 3 – Conduct of Audit:</p> <ul style="list-style-type: none"> Section 7.9 Audit to be conducted <p>Local Government Act 1995 – Division 5 – Annual Reports and Planning:</p> <ul style="list-style-type: none"> Section 5.53 Annual Reports Section 5.54 Acceptance of Annual Reports Section 5.55 Notice of Annual Reports <p>Local Government Act 1995 – Division 2 – Council meetings, Committees and their meetings and Electors' meetings:</p> <ul style="list-style-type: none"> Section 5.27 Electors' General Meetings Section 5.29 Convening Electors' Meetings 			
Policy Implications:		Nil			
Financial Implications:		Council has made an appropriate allowance for the costs associated with Auditing as required under the Local Government Act 1995.			
Strategic Implications:		Nil			
Risk:					
Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation

Consultation:	Office of the Auditor General (OAG) William Buck - Auditors		
Voting requirement:	Absolute Majority		
Officer's Recommendation:	<i>That Council:</i> <i>1. Accepts the Annual Report together with Annual Financial Report including the Independent Auditors Report for the period 1st July 2020 to 30th June 2021.</i> <i>2. Sets the date for the Annual Meeting of Electors to be held on the 16th December 2021, commencing at 8.30am in the Shire Council Chambers.</i>		
Council Resolution No: 05112020			
MOVED:	CR: H. MCTAGGART	SECONDED:	CR: J. CAUNT
<p>That Council:</p> <p>1. Accepts the Annual Report together with Annual Financial Report including the Independent Auditors Report for the period 1st July 2020 to 30th June 2021.</p> <p>2. Sets the date for the Annual Meeting of Electors to be held on the 16th December 2021, commencing at 8.30am in the Shire Council Chambers.</p> <p>F/A: 6/0</p>			

11. MATTERS BEHIND CLOSED DOORS

Item No: 06112021

MOVED: CR: H. MCTAGGART SECONDED: CR: J. CAUNT

That Council go behind closed doors to discuss confidential matters.

F/A: 6/0

11.1 Appointment of Project Manager for DRFWA – AGRN 951

Item No: 07112021

MOVED: CR: J. CAUNT SECONDED: CR: H. MCTAGGART

That Council appoint Greenfield Technical Services as the Shires Project Manager for DRFAWA AGRN 951 for an estimated cost of \$1,138,430.00.

F/A: 6/0

Item No: 08112021

MOVED: CR: J. CAUNT

SECONDED: CR: H. MCTAGGART

That Council come out from behind closed doors.

F/A: 6/0

12. PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

13.1

LATE ITEM – AMALGAMATION OF DEPOT LOTS

Applicant:	Shire of Upper Gascoyne
Disclosure of Interest:	Nil
Author:	John McCleary – Chief Executive Officer
Date:	16 November 2021
Matters for Consideration:	To close a portion of an old road reserve situated in front of the Smith Street Depot entry and dedicated right of ways situated within the Depot site.
Background:	<p>It has been revealed once we commenced construction of buildings within the Depot envelope that the depot is currently made up of 12 individual lots with three being owned by the Shire as freehold lots and the remainder being a reserve.</p> <p>Currently we have structures built across lot boundaries which is contrary to the building legislation and we have a mixture of tenures and the current depot boundary on the Smith Street side is located over and through an existing road reserve.</p>
Comments:	<p>The above situation is historic when issues such as building licences and the like were not given any consideration and things just happened.</p> <p>The Smith Street road reserve was never used as the road now known as Pimbee Road was constructed within an adjacent road reserve directly to the west of the Smith Road reserve.</p> <p>In order to make the Depot compliant with the building regulations we must amalgamate the 12 lots into one title and resume the Smith Street Road Reserve and also resume the right of ways within the Depot footprint.</p>
Statutory Environment:	<p>Land Administration Act 1997</p> <p>Section 58 Closing Roads part 1 & 3</p> <p>(1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.</p> <p>(3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.</p>
Policy Implications:	Nil
Financial Implications:	Nil
Strategic Implications:	Nil
Risk:	

Risk	Risk Likelihood (based on history and with existing controls)		Risk Rating (Prior to Treatment or Control)	Principal Risk	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)		Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Consultation:		Department of Lands (Landgate) Phil Swain			
Voting requirement:		Simple Majority			
Officer's Recommendation:		<i>That Council</i> <i>1. authorise the CEO to advertise in the Mid West Times of the Shires intention request the Minister to close a portion of the Smith Street Road Reserve and the right of ways that are currently within the Depot Reserve as detailed in the attached diagram.</i> <i>2. Write to Horizon Power, Water Corporation and Telstra advising them of our intentions to request that the Minister close the Smith Street Road Reserve and right of ways within the Depot Reserve.</i>			
Council Resolution No: 09112021					
MOVED:	CR: H. MCTAGGART		SECONDED:	CR: G. WATTERS	
That Council 1. authorise the CEO to advertise in the Mid West Times of the Shires intention request the Minister to close a portion of the Smith Street Road Reserve and the right of ways that are currently within the Depot Reserve as detailed in the attached diagram. 2. Write to Horizon Power, Water Corporation and Telstra advising them of our intentions to request that the Minister close the Smith Street Road Reserve and right of ways within the Depot Reserve. F/A: 6/0					

13.2 Naming of new tourist stop

The Shire of Upper Gascoyne sought comment from the broader community as to names for this facility. The Shire received 33 name suggestions. The Council considered all the suggestions and after discussion made the following decision.

Item No: 10112021

MOVED: CR H. MCTAGGART

SECONDED: CR J. CAUNT

That the name of the facility will be the 'Two Rivers Memorial Park'.

F/A: 6/0

14. ELECTED MEMBERS REPORTS

- 14.1 Cr Hammarquist OAM JP
The Shire President offered his apologies for not being able to attend the WALGA Zone, RRG & Tourist Meetings due to a medical appointment.
- 14.2 Cr Caunt
The Deputy President attended the RFDS Ball
- 14.3 Cr Watters
Nil
- 14.4 Cr McTaggart
Attended the RFDS Ball
- 14.5 Cr Hoseason-Smith
Attended the RFDS Ball
- 14.6 Cr McKeough
Attended the RFDS Ball, WALGA Annual Conference & Gascoyne Fire Working Group. Councillor McKeough also attempted to attend the LEMC Meeting but was unable to connect into the meeting.

15. STATUS OF COUNCIL MEETING RESOLUTIONS

Resolution N°	Subject	Status	Open / Close	Responsible Officer
07082021	Activities in Thoroughfares Local	Currently in the advertising process.	Open	CEO
Confidential Item	Tourist Park Lease	The lease has been signed by all parties. Work is still being undertaken to get the premise back to standard and repair the damaged items. Once work is complete the lawyer will be instructed to pursue the costs associated.	Close	CEO

16. STATUS OF SHIRE PROJECTS

As per [Appendix 4](#)

17. MEETING CLOSURE

The Shire President closed the meeting at 12.30pm.

To be confirmed at the Ordinary Council Meeting on the 16th December 2021.

Signed.....

DR Hammarquist OAM JP

Presiding member at the meeting at which time the minutes were confirmed.